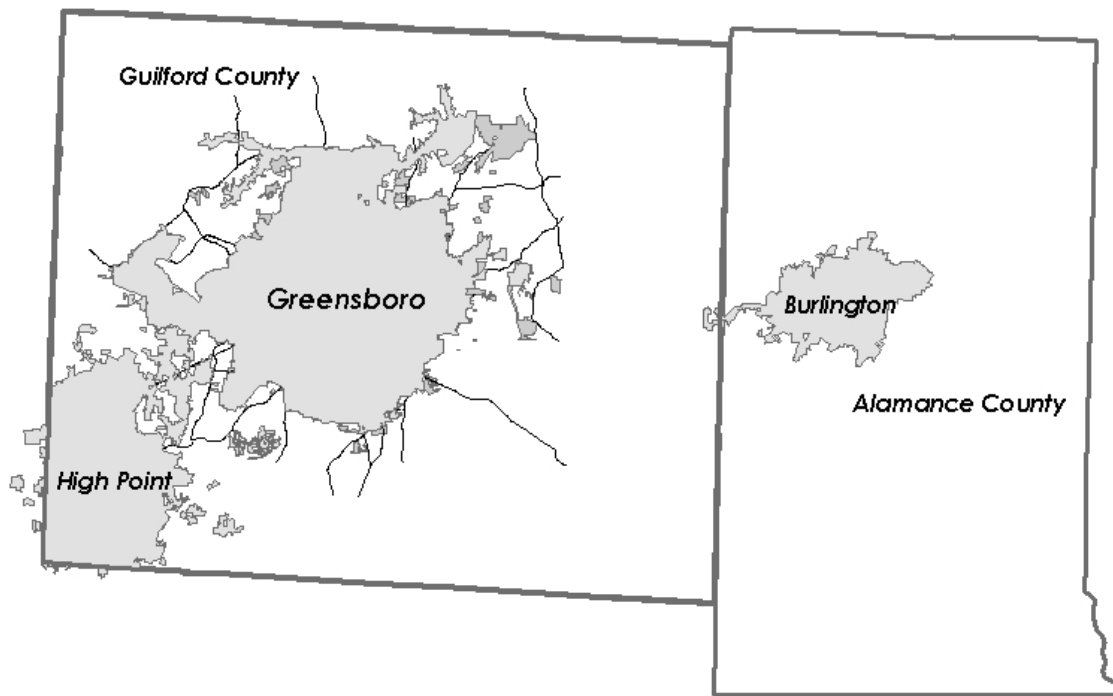




**2004-2005 Action Plan for
City of Greensboro
and
Greensboro/Guilford/High Point/
Burlington/Alamance Housing
Consortium**



2004-2005 Action Plan for City of Greensboro and Greensboro/Guilford/High Point/ Burlington/Alamance Housing Consortium



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TRANSMITTAL LETTER

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I. FUNDING SOURCES

Federal Sources

The City of Greensboro expects to receive a 2004-2005 Community Development Block Grant allocation of \$2,296,000, and will add to that \$550,000 in program income, and \$293,572 in reprogrammed funds, for a total of \$3,139,572. A HOME Grant of \$2,349,518 is expected for the Greensboro/Guilford/High Point/ Burlington/Alamance Housing Consortium. Greensboro's FY 04-05 Federal HOME allocation totals \$1,280,488. The City will combine that with \$100,000 in program income, \$274,680 in reprogrammed funds, 192,740 in carryover CHDO funds, \$169,444 in American Dream Downpayment Initiative (ADDI) funding, and \$37,415 in fees for administering the Consortium for a total FY 2004-05 HOME budget of \$2,054,767. Consortium members anticipate the expenditure of Federal Funds as follows:

City of Greensboro – Greensboro has consistently exceeded the match requirements for the Consortium. During the 04-05 year, the City will use its HOME Program funds to continue to support affordable housing development, including CHDO development. The City will target its CDBG funding and its \$86,212 ESG funds to assist target neighborhoods, to spur business development, and to help persons who are homeless or who are at risk of homelessness. The HCD Plan Brochure (Exhibit A) and the Proposed Project" (Exhibit B) provide detailed information about neighborhood development, economic development, and affordable housing projects and activities approved for FY 04-05.

Guilford County – Guilford County will allocate \$183,565 of HOME funds to increase the supply of affordable rental housing, and to provide homeownership opportunities. Guilford County will likely ask Greensboro to administer projects on the County's behalf.

City of Burlington – Burlington plans to allocate its HOME funds in the amount of \$372,326 to carry out owner-occupied housing rehabilitation and to provide homeownership opportunities.

Alamance County – Alamance County will target its HOME funds, \$218,746 toward rehabilitation, and toward assisting with the completion of HOME development projects in the City of Burlington. Exhibit B, "Proposed Projects" contains a more detailed description of projects planned for Burlington and Alamance County.

City of High Point – High Point plans to use its HOME funds in the amount of \$711,985 to support new housing construction by Community Housing Development Organizations (CHDOs). ADDI funds will provide down payment and homebuyer assistance. Homeowners and investor-owners can obtain repair services through the city's housing rehabilitation programs. Affordable housing program activities will be available using a blend of HOME consortium funds, program income and local match funds.

High Point may revise program policies and guidelines, eligibility, interest rates, terms of loans, and geographical boundaries to provide creative financing in special circumstances to fulfill its mission, goals and objectives with regard to the availability of affordable housing. The City of High Point receives its allocation of HOME funds as part of a consortium that includes the cities of Greensboro and Burlington, and Alamance and Guilford Counties. The city has been a participating jurisdiction in the consortium for a decade. Members executed a legally binding agreement authorizing one of them to act as their representative. The lead agency – the City of Greensboro – is responsible for ensuring compliance with all HOME funded consortium projects.

HOME projects and programs contained in the One-Year Action Plan meet the following objectives:

- Provide affordable housing to low-income households;
- Expand the capacity of non-profit housing providers;
- Strengthen the ability of state and local governments to provide housing; and,
- Leverage private sector participation.

High Point's Community Development and Housing Department has designed and implemented various housing assistance strategies that include rehabilitation, down payment assistance for first-time homebuyers, and affordable housing construction. The majority of these projects will be located in the Core-City area. Table 8, 2004-05 HOME Revenues, lists anticipated income and Table 9 is a summary of 2004-05 HOME Activities.

According to HUD regulations a participating jurisdiction can expend ten percent of the grant, including program income, for payment of reasonable administrative and planning costs of the HOME program. The City of Greensboro, the consortium lead agency, will retain 3.5% or \$17,680 of High Point's administrative funds for planning costs in 2004-05.

Consortium funds have been earmarked to cover the costs of developing the 2005-10 Consolidated Plan. High Point's share of development costs is expected to total \$14,050.

Table 8: Summary of 2004-05 Anticipated City of High Point HOME Action Plan Revenues

	HOME 2004-05	HOME Prior Year	HOME Total
Anticipated Funding			
Federal Grant	\$505,145	\$120,855	\$626,000
ADDI	36,350	30,490	66,840
Program Income	20,000	0	20,000
Guilford County	0	173,265	173,265
City Local Funds (HOME Match)	120,000	246,000	366,000
TOTAL	\$681,495	\$570,610	\$1,252,105

Table 9: Summary of 2004-05 City of High Point HOME Activities

Description	Project Cost	Benchmark	Type of Activity
CHDO Activities	\$75,775	5	Houses built
Homebuyer Assistance	224,490	25	Homes purchased
Housing Rehabilitation	476,285	10	Homes repaired
Infill Housing	246,000	17	Homes built and sold
Macedonia Redevelopment Program	159,040	11	Infrastructure and housing
Administration	70,515	N/A	General program management
Total	\$1,252,105	68	Projected Units Assisted

A more detailed description of High Point's HOME funded activities can be found in the "Proposed Projects" section (Exhibit B)

II. CITIZEN COMMENTS

City of Greensboro

The Community Resource Board (CRB) began its Annual Plan development process on November 20, 2003 with the adoption of the Annual Plan Development Schedule. On December 18 the CRB held a public comment session during which the board invited input on community needs and potential funding requests.

Following is a summary of citizen's comments. Lonice Barnes spoke on behalf of the *Biggie and Beck Community Development Corporation*, which she described as a faith-based housing and community economic development organization with a goal of establishing and supporting programs that will improve the well being of people's lives. She said that the CDC's mission is to develop solutions at the grass roots level and help families, children and senior citizens make neighborhoods functioning and safe environments. Their plan for accomplishing this goal is to cultivate public and private partnerships among local agencies, as well as social, religious and cultural organizations and to aid in funding housing, education and mentoring programs.

Angela Coleman, the Executive Director of *Back Together Again, Incorporated* spoke next, saying that her agency is a non-profit agency that works with ex-offender females and their children. She said that the women go through an 18-month transitional program. Ms. Coleman also added that it is very difficult to get housing for their clients once they successfully complete the program. She asked that if the CRB funds any requests for housing development, that the board consider directing the developers to her agency as a source for tenants in need of housing. Ms. Coleman continued, saying that these women do not want to go back to their old habitats, they want to relocate and start a new life. Her organization is here to help them do that.

Glenna Hanford and Kristi Norden spoke next, representing the Guilford County Mental Health Center. Ms. Hanford said, as many of those present knew, the State is going through a mental health reform law implementation and it is changing the way that mental health services are provided. One of the changes being considered is the closing of State psychiatric hospitals, several units at a time.

What this means is that Guilford County, over the next 3 years, is going to lose the equivalent of about 12,000 bed days in the State institutions and we are going to have to provide more resources in the community for Guilford County's chronically, persistently and severely mentally ill population.

Ms. Norden said she would like to talk with the board about the specific needs of the homeless mentally ill population. She said that she thought these needs should be addressed above and beyond what traditional homeless clients require.

HCD Director Andy Scott asked if they were looking for the City to respond with dollars for rental assistance or in dollars for units. Ms. Norden said that, given a choice, she would choose the following three things. The first would be would for Greensboro to have a homeless shelter that had wet beds, that is, a shelter that allows people who are intoxicated to sleep somewhere that for the night. There is a tremendously successful program in Durham that incorporates wet beds. Another choice would be to have substance abuse programs incorporated within shelters. The third change she would push for would be long-term subsidized housing for mentally ill clients. Ms. Norden stated that a recent study quantified for the first time how much it costs to keep mentally ill people homeless versus how much it costs to subsidize their housing, and the cost difference was negligible. This was a huge study that done in Pennsylvania and New York. It was spearheaded through the University of Pennsylvania and there is clearly a minimal difference. She thought that was tremendously important over the long haul for the stability of the clients who are mentally ill.

Reid Phillips, CRB Chairman, asked that Ms. Norden give staff or him a copy of the citation to which she referred regarding the cost of taking care of homeless persons versus subsidizing housing for homeless people.

Earl Graham and Latricia Henry spoke next, representing *Agape Community Development Services*. Mr. Graham stated that they are a non-profit CDC and are actually developing right now. They are in the process of developing services to address situations very much similar to what the last speakers described. They are about 6 or 7 months into it and have been doing the research, the groundwork, basically making sure that they understand the process. Mr. Graham said that they are seeing a lot of Assisted Family Living Homes (AFL Homes) spring up in the community in preparation to changes at the State level. Ms. Henry said Agape Community Services was a non-profit organization with a mission of revitalizing the community by assisting with crisis assistance. One of the major areas of crisis that has come to their attention is exactly what the ladies before them spoke about, which is problems within the mental health system and the deregulation that is occurring now. Respite is an area that is a problem for those caregivers who are finding that the entire process of taking care of their loved ones has now been thrust upon them.

Agape would like to provide a place for their loved ones to come so that they, as caregivers, can take a couple of days off or maybe just go to the grocery store. Sometimes these little things are the things that are taken for granted.

Mr. Scott offered, as a point of clarification, that the City Council of Greensboro made a decision a year ago to discontinue its Human Services Program. That being the case, he said that the only thing that the CRB could do, if the Board goes out with an RFP this year, would be to entertain a proposal for facility development. He said he understood the importance of the other issues, but they need to be talking to the CRB about the need for bed nights.

Cindy Watlington, representing the *House of Refuge Missions, Inc.*, was the next speaker. She describes her agency as a non-profit organization that provides emergency assistance with utilities and rent, food, clothing, and furniture. She is a part of *Greensboro's Homeless Prevention Coalition* and receives funds through that group from the City for emergency rent and utilities. She received an allocation of \$14,000 in August and the funds are already spent. That shows the need and how fast the money goes for rent and utilities. Her contract calls for paying only a portion of a person's monthly rent or utility bill. Then, of course, they always referred clients to other agencies to fulfill the entire need. She stated that basically her comments were on behalf of the Homelessness Prevention Coalition. These funds for housing, transitional housing, and emergency assistance for utilities and rent and supportive services are greatly needed and greatly appreciated. In her opinion, each member and the Coalition is a good steward of those monies and they appreciate the funds. She felt that we as a City and community could do more towards prevention than waiting until people fall into a hole and then having to work on a harder or deeper problem. There is a housing problem in Greensboro for the homeless. There are communities or small cities of persons who are living in this City who are homeless and not even in shelters. Her organization deals with prevention and tries to help those persons trying to stay in their homes, thereby preventing more homelessness. In response to a question from Chairman Phillips, Ms. Watlington said she knew of no city in the United States that had eradicated homelessness.

Beth McKee-Huger, 408 Woodlawn Avenue, said she was speaking on behalf of Homeless Prevention Coalition. She said when she asked Art Davis (Greensboro Planning Department) how many households there are in Greensboro with incomes under \$23,720, she discovered that almost 25 percent of Greensboro households or 27,000 households are not able to afford a 2-bedroom apartment at fair market rent.

Some of the families are in subsidized housing and some own their own homes. But for the rest of them, that leaves the choices of paying more than 30 percent of their income for rent, which sooner or later is going to result in non-payment of rent and probably eviction, or trying to find housing at less than fair market rent and crowding in with others, which is usually a lease violation. The other choices are renting something substandard or being homeless - not real good choices. Ms. McKee-Huger said that as a community, we have to work real hard to avoid losing ground on the number of subsidized rental units. Congress just barely passed a budget that did not cut the number of Section 8 vouchers. Otherwise, we would have people who have vouchers now being terminated. The HOPE VI/Willow Oaks development is trying to work on replacement units for the public housing units that have been demolished.

However, we are not doing much better than keeping from losing what we already have and there are deteriorating subsidized units. So we are not making headway on increasing the number of subsidized rentals for all these households. Ms. McKee-Huger urged the CRB had to include an RFP for multifamily development for units that rent to families and disabled people. There are developments for the elderly, but we have got to have housing suitable for larger families. She added that the City really needs to withstand ongoing pressures to tear down affordable units and replace them with upscale housing or even moderate-income housing.

Ms. McKee-Huger noted that the community has made considerable progress over the last year in identifying the homes and apartments that have safety and health hazards that are causing illnesses and injuries. Lead paint, leaking roofs, unsafe wiring, and rotten floors. Over the next year we will have even more information because of the Housing Condition Survey. The City Code Enforcement Inspectors are going to be more proactive. Starting January 1, they will be looking at every rental unit. We are going to have a lot of information about the number of units that are not in safe condition. We need more resources to make them safe. The lead safe housing program has done a lot and they are really glad that a couple of years ago the CRB approved an emergency repair program to go with that.

We still need resources to help those persons who "fall through the cracks." As Ms. Watlington said, there are a lot of people sleeping outside in this cold weather. Ms. McKee-Huger said that the community is in the process of compiling annual figures for the number of homeless persons on the streets. Last year's count found 1,577 homeless people on a typical night; 806, which was 51 percent, were in shelters and 771 or 49 percent were outside.

Ms. McKee-Huger said there were enough shelter beds and if every single bed were full then 51 percent of the homeless would fit. This year's count may show that there are more people homeless. As of last year's count, if every bed were full, 49 percent would still be outside.

David Levy, Executive Director of *Affordable Housing Management (AHM)*, spoke next. He said Affordable Housing Management is a 33-year old Greensboro private non-profit organization and has been involved in the development of 1,235 units of affordable rental housing at an approximate cost of \$40 million. Currently AHM manages 16 apartment complexes consisting of 710 units that are all affordable due to various City, State and Federal funding and/or subsidies. He said he had two purposes for being here today. The first was to make some general comments regarding community needs in the area of affordability, and the second is to share AHM's plans for the development of Windhill Court, an affordable rental housing community.

Mr. Levy's general comments focused on statements from Greensboro's 2000-04 Consolidated Plan. He began by reading from the Plan, stating that: "For persons earning 65 percent of Guilford's renter median income, (and at that time it was \$30,600), there are only a few units affordable. An affordable unit is \$400 to \$425 for this market. Rentals in this price range comprise less than 10 percent of the supply of market rate units in Greensboro and vacancies are very low, 2 to 4 percent. These units are all at least 25 years old and frequently in need of repair." Mr. Levy added, for information, that currently 65 percent of the Guilford County median income is \$36,465. Mr. Levy said that another thing that he got out of the Consolidated Plan was the statement that Greensboro's rental development capacity is strong, but fewer resources have been channeled to rental development. He continued, reading the following statements from the Plan: "Table 12-3, Strategic Plan for Housing, Priorities, Objectives and Actions. Priority No. 1, affordable rentals for very low-income persons. Needs Analysis: There are 10,200 renters below 50 percent of median income with housing problems versus 3,290 owners. An estimated 47 percent of the jobs in Guilford County do not pay enough to cover the rent on a 2-bedroom apartment.

There is an extreme shortage of standard units renting for \$250 to \$400 a month in neighborhoods not dominated by drugs. Specific objectives: Second mortgages for rental development, joint venture with Greensboro Housing Authority to purchase, rehab and develop mixed income rentals. Proposed accomplishments: Produce 300 units of new or rehabilitated affordable rental units." Mr. Levy continued, saying that while the City has done a good job of funding new affordable rental units during the last

few years; it has only begun to generate the number of units needed. He stated that the City needs to do more.

The units being built at Willow Oaks are replacement units that are making up for the ones that were demolished. As mentioned earlier, we can do things, but we are not making a lot of headway. We've been losing units and we need to do better in generating new units. Last year he attended the City Council meeting when Windhill Court and the Rankin School developments were being considered. During that meeting, Council members commented that projects like these, that leverage City dollars so heavily, are fantastic and the City should do more of them. Keeping with the 5-year Consolidated Plan, the CRB should budget for and have an RFP for affordable rental production. He said he would also strongly urge the CRB to not only include annual funding for affordable rental production, but also seriously consider examining the current RFP process that can be counter-productive to developers and puts them at a disadvantage in applying for the North Carolina Housing Finance Agency Tax Credit allocations.

Mr. Levy offered that the City's RFP process for 2004 should have already been completed so that developers could prepare and submit their tax credit allocation applications, which are due in January, with or without the City funding and considering that affordable development will almost always have to obtain City funding as a part of the development resources. It is a must that state proposal have City funding involved and that the developer knows that they have those City funds going into the proposal.

Mr. Scott responded saying staff had initially thought that developers would seek funding in one year to put together State tax credit packages for the following year. Mr. Scott said that it is not a matter of the CRB not understanding the dynamics of the timing issue. It was just that the City has little recourse other than to recommend to Mr. Levy that he work 18 months out.

Tina Akers-Brown, Executive Director of the Greensboro Housing Authority and Ex Officio member of the CRB offered as a point of clarification, that the Willow Oaks Development provided more than public housing replacement units. She said that approximately 600 new housing units are being developed in the vicinity of the former Morningside Homes. That is in addition to the 380 public housing units that were there originally.

Sarah Graham, spoke next, representing the Christian Counseling & Wellness Group, 5119 West Wendover Avenue, Jamestown. She said she was speaking on behalf of their project, St. James Homes II. She knew there had been a lot of questions.

This has been a project that has been ongoing for now over 2 years, and it seems like they are at a standstill and the CRB was kind enough to vote for them to receive funds last year in the amount of \$75,000. They have not spent that money. So they would like to take the opportunity to give the CRB a progress or lack of progress report at this time. They are still just as committed to getting the St. James Homes II project completed. There is a great need for this type of project. St. James Homes II belonged to the St. James Board and due to a lot of information that was printed in the newspaper, that's when the Christian Counsel & Wellness Group stepped in. As a result, they were able to secure a \$500,000 grant in addition to the \$75,000 funded by the City. They bought a grant of \$400,000 in partnership with Youth Build with Share of North Carolina. They recently learned that is no longer available to them and she was waiting to meet with Mr. Scott to find out about next steps. Share is no longer going to be working with them and they have lost the grant. She understood that they felt it was no longer appropriate for Youth Build to have their children work on the St. James Project. In addition, there is also an outstanding loan on St. James Homes. It was supposed to have been the loan payment of \$355,000.

Mrs. Graham continued, saying that her organization was able to negotiate and get it down to \$308,000 and St. James Homes' Board had agreed to release ownership to the Christian Counseling & Wellness Group. They have been in the process (and she hoped she was doing this systematically so that you can follow) of trying to secure a loan to get that loan paid. They have been told twice that they were in a good position; they should have gotten the loan. However, for some reason, every time at the last moment they have been turned down. So as she stood before the CRB today to tell the board that, no, they did not have a loan to secure the property and they will not know until she meets with the City staff where they stand right now with this project. But they are still working diligently to get this project completed. They have been offered support in trying to help to get the roofs repaired.

Greensboro Sponsors 3 Public Comment Sessions to Invite Discussion of Community Needs

During the month of February citizens had an opportunity to attend 3 identical sessions to discuss community needs. The sessions were advertised on Greensboro's Government Access Channel 13, in the *News and Record*, and in the *Carolina Peacemaker*. Staff mailed invitations to

persons on the CRB's meeting mail list, and to neighborhood association members. The meetings took place on Thursday February 5th at the McGirt-Horton Branch Library, on Monday February 23rd at the Folk Teen Center, and on Wednesday February 25 at the Chavis Branch library. Residents attending the meeting in **northeast Greensboro** had the following comments/questions:

- The area needs home repair for the elderly
- The city should hold a summit to address affordable housing issues
- The Claremont Court neighborhood needs to be a focus for redevelopment.
- Bring businesses to the shopping center.
- What must be done differently to attract viable businesses to minority areas of the City?
- Is there reason for concern about what appears to be a high rate of conversion from homeowner to rental in the Phillips Avenue area.

Residents attending the meeting at the **Southeast Greensboro location** offered the following:

- Job loss and unemployment are a problem in the city – low wage jobs do not support homeownership.
- City's economic development strategy should place emphasis on affordable rents and homelessness prevention.
- Efforts on downtown and surrounding area revitalization will benefit too!
- Greensboro needs a "Community of Artists".
- Buy – don't rent – property for housing and small businesses.
- HCD should do more to educate the public on how historic rehab works. Most of the boarded up houses featured on a News 2 story and reported on in the News and Record belonged to the city.
- Need more money for historic rather than affordable units (grants)
- The housing being developed downtown is upper-income – not affordable. We need affordable housing/business combinations downtown.
- College Hill residents need the City's help in controlling the "zone of influence" (beyond the defined neighborhood borders) that impacts the neighborhood. For example: traffic from UNCG, UNCG security patrols with flashing lights that allow officers to see into homes.

- What would it take for a group of providers who work with the homeless/special needs population to purchase city properties for housing?
- Concerning the negative publicity surrounding Project Homestead, HCD needs to emphasize, highlight, and publicize the department's strengths and good work.
- Involve the City Council with neighborhoods. Include the Council in all official notifications of neighborhood meetings.
- People living in the MLK target area are concerned about all areas of the city.
- Southeast Greensboro is being impacted by foreclosures due to job loss. What can we do about this?
- HCD's efforts to get public input need to be broader based, far-reaching. Strive for a diversity of ideas. Be creative.
- Use diverse groups in planning for the 5 Year Plan.
- In response to a conversation about zoning to address housing needs created by job loss, etc., a staff member offered that Greensboro once allowed "mother-in-law units" but no longer does because the units, in some cases were being rented. Some Midwestern cities have adopted creative zoning that enables families to pool resources and create housing that accommodates extended families.

Residents attending the meeting at the **East Greensboro location** had the following comments:

- Make it easier for non-profits to plan their schedules if there is a specific amount of money earmarked for affordable rentals and rehabs
- Fill the gap that has been left by tying rehab to lead - still a need for other rehabs
- Explain how a neighborhood goes about getting houses fixed up (Scott Park)
- How do we encourage stability in a neighborhood as the homeowner pool dries up due to lost jobs in triad
- Will there be any support for affordable housing on the west side of town
- Need to address upcoming tax credit projects that are 'aging out' of the program to keep them affordable - refinance or restructure plans?

In response to staff's request for ideas for getting better citizen turnout for meetings and other events, participants suggested publishing meeting schedules on Channel 13, and advertising on the NC A&T radio station, WNAA. Staff assured participants that their comments on needs and their suggestions for increasing participation would be taken into consideration as the City develops Annual Plan and prepares for the new 5 Year Consolidated Plan.

The CRB provides a 5th opportunity for citizens to comment on the HOME Consortium Plan, including Greensboro's 2004-05 Annual Plan

Interested persons were invited to comment on any aspect of Greensboro's Annual Plan and the HOME Consortium Plan on Thursday March 18, 2004. The comment session was held at 6:00 PM in the City Council Chambers. George Carr, representing Market Services, LLC, stated that several people had come to the hearing with him in support of their organization.

Mr. Carr said that they had come together as a team to address some of the critical issues that have surfaced as a result of Project Homestead's bankruptcy. They have worked together with different partnerships and arrangements are a little different on each job. He continued, stating that the affected properties include St. Leo's Place, Seager Place, Rankin School Place, Richardson Hospital, Cooley-Jenkins and Morehead-Simpkins, Kings Gate South and Raymond S. King. In all cases except for Morehead-Simpkins, the city has substantial monies invested in these properties in the form of subordinated financing. It is in everyone's best interest to work together.

Mr. Carr continued, saying that all of the properties have fallen into a state of regulatory non-compliance because of Project Homestead's demise. In some cases properties are in non-compliance under the NC Housing Finance Agency's Tax Credit Rules and under the Federal Home Loan bank Affordable Housing Program Rules.

The two required elements that are not now being met for these properties are the non-profit ownerships are no longer in place because Project Homestead has effectively gone out of business. Also, resident services are not being provided to these properties. Because of these violations the group has tried to come up with a plan to restore full compliance for all the properties. They have submitted a written proposal that goes into greater detail for the Board's review.

Chairman Phillips asked whether the team represented a newly formed corporation or one that was already in existence.

Mr. Carr stated that it has just come into existence as an LLC Corporation that has developed under the auspices of the East Market Street Development Corporation and is essentially a subsidiary of EMSDC. It is a for-profit that is owned by a non-profit. This seems to suffice for the Federal Home Loan bank requirements.

Bob Kelly, Partnership Homes, stated that this is an organization that was formed by Habitat for Humanity and Greensboro Urban Ministry to do the Partnership Village project. Phase I has been completed and in Phase II there are 56 units of transitional housing for homeless individuals and families. They are operating now and doing very well and they would like to do the 12 remaining units. Their application is for \$275,000.00 to complete that project. That would be coupled with financing from NC Housing Finance Agency and some funds that were raised in the Capital Campaign. Phil Barbie will be talking about the request for site acquisition for Habitat for Humanity. There is also a request for some funding for affordable housing design that would augment the designs that are currently being used in the single family homes, but also for cluster houses, duplex design and maybe even a four-plex design. It is felt that may cost about \$30,000.00. The applications have been submitted for review.

Phil Barbie, Habitat for Humanity, stated that they are requesting a grant to underwrite a portion of the costs of what they refer to as "operation in-fill" which is an initiative to extend the Habitat homebuilding operations throughout Greensboro. They are a non-profit community-based organization dedicated to building affordable housing for hard working, low-income families. Since they were founded in 1987 they have built 225 homes in Greensboro. Habitat homes are intended for people who are unable to qualify for conventional loans. In order to be considered their income must be between 30% and 75% of the area medium income, however, the vast majority of Greensboro Habitat homeowners have incomes that fall far below the maximum qualifying amount. The homes are sold at appraised value, currently ranging from \$78,000 to \$94,000. The homeowners make interest-free mortgage payments on a first mortgage loan for an amount that roughly covers everything except their land cost and infrastructure costs. The mortgages currently range from \$60,000 to \$64,000.

Second and third mortgages are made for the remainder of the sales price and the city holds one of these mortgages in the Deed of Trust in the amount of the city funding. These second and third loans are forgiven over the period of the first mortgage. Last year they built 29 houses but

would have built even more if they had had suitable land available. They have developed their own subdivisions because of the difficulty in finding and acquiring sites in existing neighborhoods.

They are currently building in Stonegate Crossing, which is just off Holt's Chapel Road. They share with the City a desire to build more homes in previously developed areas because they know from experience that their investment in existing neighborhoods can leverage other improvements.

An example is in Eastside Park where they built 30 homes and they watched the entire neighborhood come together with a sense of renewal and purpose. While they don't think they can meet the need for building sites entirely within existing neighborhoods like Eastside Park, they think they can do more with necessary resources. This year they employed a real estate director to help in acquiring infill sites throughout the city. They are asking for assistance to purchase these sites including lots with houses suitable for rehabilitation. They are requesting \$500,000 to purchase a minimum of 40 building sites. The maximum City funding would be \$12,500 per site. They expect that the costs of these lots will average between \$15,000 and \$20,000 and if they can spend less than \$12,500 they will be able to acquire more than the 40 sites. They expect to acquire these sites over the next 2 years and to complete construction on the sites approximately 1 year after their acquisition.

In response to questions, Mr. Barbie stated that their Board meets on a monthly basis and their current financial information is shared with the Board each month. They also submit financial statements and management letters that come with that information. They have no problem sharing that information with the City.

Gail Haworth, Greensboro Homeless Prevention Coalition, stated that she spoke at the CRB meeting last month and the Board asked what the City would be getting for their dollars to the Greensboro Homeless Prevention Coalition. They have done a spread sheet to give the Board members an idea of how many people they are serving, how many agencies are funded and today they met to turn their grant requests in and they set criteria which was obtained from a book from HUD.

Mrs. Haworth stated that the CRB had asked during a previous meeting if working through the Homelessness Prevention Coalition was the best method for funding homelessness prevention activities. She continued, saying that looking across the country, studies indicate that homeless prevention coalitions or councils are set up to apply for HUD COC funds. HUD scores organizations on how they are organized and they suggest

that homeless prevention coalitions govern themselves, as they know best how to do that.

Chairman Phillips asked questions concerning if the scoring instrument addresses the Board of Directors of the different organizations and how frequently they meet, the kinds and quality of the information they receive and whether they are fully staffed or if there are vacancies. Ms. Haworth stated that she could not comment on that because each Coalition member operates independently and establishes its own rules to govern the workings of individual boards of directors.

Chairman Phillips noted that the next speaker, Affordable Housing Management is a client of his law firm and even though he has had no direct dealings in any of the materials that have been prepared and submitted to the City, he will not participate in any discussions or votes involving this particular request.

David Levy, Affordable Housing Management, stated that they are requesting a city loan of \$512,000 for the proposed 64 unit Windhill Court multi-family development. The city loan which equals \$8,000 per unit will leverage an additional 4.4 million dollars. For every city dollar invested in Windhill Court it will leverage an additional \$8.60 from other sources. Apartments will be affordable to households earning 50% or less than the area median income based on a household of 3. 50% of median income equals \$22,250.

Mr. Levy stated that the typical renter household would be a single parent with 1 or 2 children. In partnership with Greensboro Housing Authority, 16 apartments will be offered at even lower rents and will be affordable to very low-income households. For example, 30% of the area median income based on a family of 3 is \$15,500 which is the equivalent to 1 person earning \$7.28 per hour full time. Additionally, rental assistance will be available for those households so that none pay more than 30% of their adjusted income for rent and utilities. 7 apartments will be targeted to house disabled or homeless households.

Greensboro Housing Coalition will be the lead agency and through the Homeless Prevention group the coalition will coordinate and make appropriate referrals for support services and referrals to Windhill Court for occupancy for these households. Windhill Court's ability to house these various households meets the city's highest housing priorities as verified in the city's 5-year strategic plan.

The planned units are similar in design and construction as Windhill Phase I, (photos submitted) and the units are not only attractive in design but will

also have amenities such as high-efficient heat pumps, dishwashers, garbage disposals, washer and dryer connections and ceiling fans.

Some of the site amenities are attractive parks areas that includes playground equipment, picnic tables, benches, gazebos, grills et cetera. A community building will include an exterior covered gathering place, a large community room and kitchen area, a computer technology learning center, an exercise room and laundry room.

The site has easy access to major roads and a GTA bus stop. In addition to averaging 4.4 million dollars of other funding, Windhill Court will pay property taxes on approximately \$37,000 per year.

Affordable Housing Management is a 33 year old private non-profit organization with a proven track record of developing over twelve hundred units of multifamily housing and has been managing property for 23 years.

In response to questions by the Board, Mr. Levy stated that the Board meets 2 to 4 times per year and it has an executive committee, which is authorized to conduct business on behalf of the Board, which meets either as needed or quarterly. The Board consists of 17 members.

Gary Paul Kane, Housing Greensboro Inc., stated that this is a nonprofit which was established with the objective of eliminating all sub-standard housing in Greensboro in about a 5 to 10 year period. It came out of a coalition of the Greensboro Housing Coalition, Habitat and the Center to Create Housing Opportunities with a great deal of help from the City Department of Housing and Community Development and the City's Inspection Department. The original plan was to select 2 or 3 neighborhoods a year and then go through those neighborhoods house-by-house to determine what repairs needed to be done on each house and then it would be their responsibility to bring the resources necessary, both financial and people resources, to fix up each house.

Housing Greensboro plans to work on both rental and owner-occupied housing but as they were developing their program the City implemented its Rental Unit Certificate of Occupancy Program where the City now goes in and inspects every rental unit across the city over a 5-year period. If the rental units are not up to code they do not get Certificates of Occupancy and they either have to be brought up to Code or they are not rented. The program is now concentrating on owner-occupied housing and repairing those. For the time being, as there are many houses in Greensboro in desperate need of repair, they are going to be focusing most, initially, on those houses with the greatest need. As they develop the experience and financial and human resources they may go to a more

systematic way because there are so many houses in Greensboro that need to be repaired.

Mr. Kane continued, saying that Housing Greensboro has hired a Volunteer Coordinator whose job it is to supervise volunteers in repairing the houses. The person they hired has had a great deal of experience in Appalachia, leading volunteer groups to fix houses there. The process they now have is; homeowners submit applications, they are screened by the Greensboro Housing Coalition and then presented to their coordinator of volunteers. He then determines how much it is going to cost to repair the house and his recommendation as to whether it should go forward or not. The Board of Directors reviews all the applications and determines which ones should be acted upon and then it makes that determination. They are currently working under Greensboro Habitat and Bob Kelly is supervising their coordinator of volunteers and their activities.

Bob Kelly stated that they are excited about this program and they have now completed 1 house and they are starting the second house this Saturday and hope they will be able to accelerate this activity significantly over the next few months.

In response to questions by the Board, Mr. Kelly stated that the homeowner is not asked to pay anything up to \$3,500. From \$3,500 to \$20,000 it is a no-interest loan to the homeowner and depending on their ability to pay would determine how much their loan payments are. Mr. Kane pointed out that there are unoccupied houses in need of repair. He said that he suspects that many of the homes are owned by landlords who ultimately would have them for rent. Their concentration right now is that there are a lot of homeowners who have really desperate conditions that need to be addressed as soon as possible, especially related to safety problems and their main focus is to address those houses and try to get them in a condition so that they can be lived in safely. In response to a question by Chairman Phillips, Mr. Kane stated that they have changed the constituency of their Board of Directors as the initial Board was set up with a neighborhood program in mind and the new Board has been set up to be a CHDO.

There are 9 Board members with 5 members forming and there are 2 City ex-officio members of the Board, one from the Department of Housing and Community Development and one from the Inspections Department. The Board is set up to meet quarterly and there is an Executive Committee that can act on behalf of the Board and it has been meeting on a monthly basis and sometimes more frequently to get the program up and operational. The Executive Committee of the Board will review all of the applications on all the houses that are to be worked on, determine the

priorities of the houses in the order that they are to be worked on and allocate the resources accordingly. The Board will receive financial information on a quarterly basis. Beth McKee-Huger, Greensboro Housing Coalition, stated that they advocate for decent and affordable housing for low and moderate-income people and those with special needs.

Their response is from people with less than 50% of median income needs and Housing Greensboro Partnership Village and the Homeless Prevention applications are addressing less than 30% of median income.

That developers have been able to come up with good proposals for these very complex and difficult to address needs demonstrates the creativity within the community of developers. The responses received look at rental opportunities for very low-income people, for people with special needs, and for people who are homeless and disabled. Housing Greensboro looks at the owner-occupied repair needs and that has been a real big gap in the community so they are really glad that is being addressed. Their Board meets monthly and they have a CPA as treasurer who is very thorough in scrutinizing their funds.

Albert Hodges, Room at The Inn Triad, stated that his program is unique and comprehensive in helping homeless, single and pregnant women, not only during their pregnancy but also after the birth of the children. They are licensed by the State of North Carolina as a maternity home and are the only maternity home in Guilford County. They are different from other maternity homes as they allow the mothers to stay there after the babies are born and they have a licensed daycare in the home so the mothers can go back to school or get job training. This organization was started in Charlotte in 1994 and several people from this area supported their efforts there, so they acquired the original Sternberger mansion and restored the house and get it licensed to open in May of 2001.

They have received funding for the last 4 years and the last 3 years as members of the homeless prevention group and they have always provided the City with copies of their management letters and their audits. They are asking for \$50,000 as the house next door has become available and in October of 2003, the Planning Board had a meeting and used the current home as an example of the uplift to the Aycock Historic District. The neighborhood association is aware of their plans and in support the project and they have already obtained a Certificate of Appropriateness from the Historic Preservation Commission for this use. The Board meets 4 times per year and there is an Executive Committee that meets as needed and they have Olman and Pierce to do their bookkeeping and provides that information directly to the Board officers and they provide it to all the Board members before the Board meeting. The Board currently has 12 members but they can have as many as 15 members according to their articles of incorporation.

Angel Coleman, Back Together Again, stated that this organization deals with ex-offender females who have been released from prison.

There is a definite need for this type of organization as these women have lost custody of their children and they help these women go through an 18-month transitional program and get custody of their children again. They still serve those women but they also encounter men who are getting out of the prison system.

Ms. Coleman stated that her agency does not receive any City funding; all their funding comes from donations, fund-raisers or money out of their own pockets. They have learned over the last 3 years that there are a lot of people coming to Guilford County and they feel that they need to help these people. Ms. Coleman stated that her organization has suffered so much and they are barely staying afloat. She is in it for the love of the people and she knows first-hand how hard it is getting out of prison and having no resources.

She needed help and few could help her. She said that in her case, she only had her probation officer and her adopted mother to help and support her and she was determined to regain custody of her children and be a law-abiding citizen. It was very rough and was not easy to try and get a job and support herself. So she wanted to have this organization to make it easier for other people getting out of prison.

Ms. Coleman continued, saying that a lot of the organizations will not allow someone with a felony conviction to participate in their programs. There is a definite need for this type of help for these people.

In response to questions by the Board members, Ms. Coleman stated that if one of their participants needs mental health, they are referred to Guilford County Mental Health or Social Services and they are given the necessary resources and contacts. In reply to a question by Mr. Faison, Ms. Coleman stated she has helped 1,500 people in the 3 years they have been in operation. The annual operating budget is basically coming out of members' pockets and some donations from companies.

Ms. Coleman said that she and her supporters have spent money out of their pockets and have not received funds from the City. She stated that she does not get paid and sometimes works in excess of 40 hours a week and on the weekends also. In regard to a tracking system, she has been fortunate to get on the OPA system of the North Carolina Department of Corrections and because she has been in the system, they allow her to get whatever information she needs. She has a file on all her clients and she is

able to keep track of each client. There is about a 30% chance of re-occurrence for someone to go back into the prison system.

April 11, 2004: Public Comment Period begins for the HOME Consortium Plan, including the City of Greensboro's Year 2004-05 Annual Plan

The City of Greensboro published notification of the Annual Plan/Consortium Plan Public Hearing, including a summary of the proposed plan in the *Greensboro News and Record* on April 11, 2004. This marked the start of the official comment period for the Consortium Plan and for Greensboro's Annual Plan. Notice and a Plan summary also appeared in the *Carolina Peacemaker*.

Draft Annual Plans were available for review in all branches of the public library and in the reception area of the Housing and Community Development Department on April 12, 2004. Greensboro's City Council held a public hearing on the Plan during the May 4 Council meeting. Community Resource Board Chairman, Reid Phillips began the presentation portion of the hearing by summarizing Greensboro's Annual Plan Development process and by noting key issues for the Council's consideration.

Andy Scott, Director of the City's Housing & Community Development Department then walked the Council through a PowerPoint presentation that highlighted prior year accomplishments and projects being recommended for FY 2004-05 funding. Ben Brown, Assistant City Manager for Economic Development, responded to Council member questions about the Economic Development Loan Pool Program, and about the plan for filling the housing development void left by the demise of Project Homestead. Mr. Brown stated that it takes a while to get a new program up to full speed. He said that they have reviewed a number of small business loans and that he is confident that the first loan will be made shortly. Mr. Brown responded to the housing development void reference by saying that a number of capable developers had stepped up to the plate and that, in his view, there wasn't a void in housing development.

With no further comments, the Council closed the public hearing and unanimously voted to approve the Year 2004-2005 Annual Plan and Consortium Plan. Detailed information about Greensboro's proposed projects can be found in Exhibits A and B.

Guilford County

In late February 2004, Guilford County published a "Notice of Fund Availability" in the Greensboro News & Record, the High Point Enterprise and the Carolina Peacemaker. Individual letters with applications enclosed were mailed to approximately 70 agencies, non-profit and for-profits.

Interested agencies were invited to submit applications requesting funds from the County's HOME allocation. The deadline submission of the proposals was March 29, 2004. Guilford County received three (3) proposals. These proposals are as follows:

1. Agency: Caring Services, Inc. Amount Requested: \$36,000
Kathy Bull, Director of Outreach
102 Chestnut Drive
High Point, NC 27262
Telephone: (336) 886-559

Project: Supported Housing
112 Oakwood Street
High Point, NC 27262

This project is for the renovation of an apartment facility located at 112 Oakwood Street in High Point that will provide supportive housing for individuals living throughout Guilford County who are rehabilitating from substance abuse. This project does not require water and sewer infrastructure; therefore, does not meet the County's criteria for match funds. High Point agreed to administer this project on the County's behalf and to provide the required match for the project.

2. Agency: Affordable Housing Amount Requested: \$128,000
Management, Inc.
David Levy, Executive Director
406A N. Eugene Street
Greensboro, NC 27401
Telephone: (336) 273-0568, Ext. 131

Project: Windhill Court, Phase 2
100 Windhill Court
Greensboro, NC 27405

This project will consist of seven-(7) housing units located on Windhill Court off McKnight Mill Road in the northeast area of the city and county. These units are public housing units that will target disabled and/or homeless

individuals. No household will pay more than 30% of their adjusted median income for total housing expense. This project does not require water and sewer infrastructure; therefore, does not meet the County's criteria for match funds.

NOTE: On May 5, 2004, a letter was received from David Levy in which he asked to withdraw Affordable's request for funding from the County's HOME Allocation.

3. Agency: Housing Greensboro, Inc. (HGI) Amount Requested: \$10,000
Bob Kelly, President
438 West Friendly Avenue
Greensboro, NC 27401
Telephone: (336) 275-4663

Project: Housing Greensboro – Home Repair
438 West Friendly Avenue
Greensboro, NC 27401

This project request is for support for Housing Greensboro's operating expenses for one year, so that it will have the opportunity to successfully complete projects, which can then be used to support applications to other funding sources. Operating funds are limited to 5% of the County's total grant. This project does not require water and sewer infrastructure; therefore, does not meet the County's criteria for match funds.

The City of Greensboro agrees to administer this project on the County's behalf and commits to provide the required match.

A public hearing was held on May 6, 2004 for the purpose of presenting Guilford County's FY 2004-2005 HOME Plan to the Board of County Commissioners. Jason Yates with Caring Services, Inc. attended the meeting. Mr. Yates addressed the Caring Services' Supportive Housing Project with the Commissioners. Bob Kelly with Housing Greensboro attended the meeting and spoke for the Home Repair Project. No one spoke in opposition to the two (2) projects. After holding the public hearing, the Commissioners approved the Plan as recommended, which is as follows:

1. An award of \$36,000 to Caring Services. Release \$36,000 in County HOME funds to High Point to be used for the sole purpose of the Caring Services Supportive Housing Project. High Point will provide the required match.

2. An award of \$10,000 to Housing Greensboro, Inc. for its Home Repair Project. Release \$10,000 in County HOME CHDO funds to Greensboro to be used for the sole purpose of the Housing Greensboro - Home Repair Project. Greensboro will provide the required match.
3. Contract with the City of High Point to administer the Caring Services Project on the County's behalf for a cost of \$2,768. Release \$2,768 in County administrative funds to the City of High Point.
4. Contract with the City of Greensboro to administer the Housing Greensboro - Home Repair Project on the County's behalf for a cost of \$2,768. Total contract amount to be \$13,443 (\$2,768 to administer Housing Greensboro - Home Repair Project; \$5,675 Greensboro's 3.5% fee and \$5,000 as the County's share for the upcoming 5-Year Housing Plan to be prepared in FY 2004-2005). Release \$13,443 in County administrative funds to the City of Greensboro.

High Point

The City of High Point's 2004-05 One-Year Action Plan describes activities proposed for funding and/or implementation. This plan contains goals and measurable objectives, and describes projects and activities for implementing the strategies established in the Consolidated Plan. It sets forth a description of activities that will be funded by these monies and establishes goals and objectives for each of them.

The plan complies with regulations issued by the U.S. Department of Housing and Urban Development (HUD) in 1995. HUD requires entitlement communities such as High Point, to consolidate its planning, application, and reporting requirements for HUD programs including the Community Development Block Grant (CDBG) and the HOME Investment Partnership grant programs. This plan must be updated each year, reviewed and recommended by the Citizens Advisory Council and adopted by City Council and submitted to HUD 45 days prior to the beginning of the City's fiscal year.

High Point's Planning Process

Meetings were held in areas that either have concentrations of low to moderate-income residents or are located near project sites that might impact surrounding neighborhoods. Table 4 is a listing of the meeting locations and dates.

Table 4: Meeting Locations and Dates

Location	Date
Tabernacle of Prayer, Praise & Worship (Southside)	February 5, 2004
Macedonia Family Resource Center (Macedonia)	February 10, 2004
Nathaniel Morehead Recreation Center (East Central)	February 19, 2004
Washington Terrace Community Center (Washington Drive)	March 11, 2004
Rankin Memorial United Methodist Church (West End)	March 23, 2004

During these meetings City staff made presentations to explain the planning process. They reviewed HUD national objectives, ongoing community development activities and provided information followed by a discussion of needs and suggestions for improving programs. This format enables staff to more efficiently and effectively educate citizens on how block grant funds are used.

It also gives residents information about the city's one-year Action Plan and provides feedback on its effectiveness. In addition to these public meetings, staff attend gatherings held by neighborhood groups and associations in the core city throughout the year. Participation in these events helps the department build partnerships, maintain meaningful and productive relationships in the community and enhance its ability to develop programs that are both responsive and relevant.

Public Hearings – High Point

Two public hearings were held on the 2004-05 One-Year Action Plan. The Citizens Advisory Council, CAC, conducted the first one on March 25, 2004. The second one was held in council chambers on April 19, 2004. The hearings were advertised in The High Point Enterprise.

Citizen Comments – High Point

The public comment period on the One Year Action Plan was February 24 to March 24, 2004. The High Point City Council adopted the plan on April 19, 2004. Copies were left at various locations for public inspection. These sites are listed in Table 5 which follows:

Table 5: Citizen Comment Locations

High Point City Hall, 211 S. Hamilton Street, Room 312; High Point Public Library, 901 N. Main Street, 2nd Floor Research Services; Weed & Seed Safe Haven, 201 Fourth Street; Fairview Resource Center, 401 Taylor Avenue; City Hall at the Mall, 921 Eastchester Drive; English Road Baptist Church, 1111 English Road; Rankin Memorial United Methodist Church, 314 Barker Avenue; Macedonia Family Resource Center, 401 Lake Avenue; Southside Community Center, 600 Vail Avenue; Morehead Recreation Center, 101 Price Avenue

Burlington and Alamance County

January 20, 2004, in the local daily newspaper, the City of Burlington publicized its plans to hold a public hearing on February 3, 2004 for the public to comment on the area's affordable and supportive housing and community improvement needs in low and moderate-income neighborhoods. The notice stated that the City would consider the comments and any proposed activities to develop its 2004-2005 Consolidated Plan to use funds received from two federal programs, the Community Development Block Grant (CDBG) Program and HOME Investment Partnerships (HOME) Program. Staff also notified public agencies and interested parties representing or working with low and moderate-income persons, including public housing and assisted housing residents, slum and blighted area residents, minorities, non-English speaking persons, the homeless, and persons with disabilities/special needs of its plans for a public hearing.

Before the public hearing, three organizations wrote requesting continued City support for their projects/programs. Alamance County Public Libraries appealed for CDBG funds for the North Park Library. The North Carolina Home Builders Association asked the City to continue its participation the North Carolina Construction Training Partnership Program. Alamance County Community Services Agency stated that it would like to continue developing the Apple Street project using 2004-05 HOME Program Community Housing Development Organization (CHDO) funds.

Residents of the Glen Raven area discussed with City staff their need for public infrastructure improvements, especially water and sewer lines. Several individuals interested in housing projects for persons with special needs inquired about eligible uses of program funds or discussed potential

projects. Staff invited interested parties to attend the public hearing to comment and to submit eligible project proposals for funding consideration.

February 3, 2004, the City Council held the publicized public hearing in the Council Chambers of the Municipal Building. At this public hearing, citizens and representatives of non-profits and public agencies spoke.

A resident stated the Glen Raven area scheduled for annexation by the City needed public water and sewer improvements and other infrastructure improvements. The area residents would like the City to allocate CDBG funds to address the needs of this area.

A member of the Alamance County Interagency Council on Homeless Assistance related the work of the Council to date.

Plans are to develop housing for the homeless with special needs in the future. To develop the housing, one of the Council members would potentially need funding for infrastructure improvements. The Council did not request any funds at this time. Project plans are incomplete.

North Carolina Home Builders Association asked the City to continue to participate in the State Construction Training Partnership Program. The program trains low-income citizens to become construction workers and leverages funds for housing. North Carolina Housing Finance Agency funds match the City CDBG funds invested in the program.

Unity Builders, a non-profit development organization, requested CDBG funds to help with the development of two housing projects. Plans are to build eight houses on a parcel of land located on Lower Hopedale Road and 30 houses in a proposed subdivision on Montclair Drive.

The Director of Residential Treatment Services (RTS) commented that its Hall Avenue facility needs upgrading. Plans are to solicit City assistance in the future for the proposed work on the facility. RTS is not seeking any funds at this time.

The Director of Alamance County Community Services Agency (ACCSA) expressed the agency's need for CHDO funds through the HOME Program to continue to develop houses on the City-owned lots in the Apple Street Subdivision. ACCSA has developed two houses in the subdivision and plans to build two-three more houses in 2004-05. The subdivision will contain 18 homes. Development of the housing for low and moderate-income first-time homebuyers will require a multi-year collaborative effort between the City and ACCSA. The agency has leveraged down-

payment assistance funds from the North Carolina Housing Finance Agency.

After the public hearing, staff reviewed the general details, status and costs of the projects. Staff met with Unity Builders to discuss their projects and to explain why the City did not include CDBG funding for the project in its one-year plan.

In its 2004-05 One-Year Action Plan, the City allocated CDBG funds to extend water and sewer lines in the Glen Raven annexation area. The City plans to continue its participation in the state Construction Training Partnership Program and its financial assistance for the North Park Library.

From its HOME Program appropriation, the City and County designated the Community Development Housing Organization (CHDO) funds for Alamance County Community Services Agency. The agency will continue to develop housing in the subdivision on Apple Street.

March 27, 2004, the City published a public hearing notice and summary of the content of the Consolidated Plan One-Year Action Plan in the Burlington Times-News. This summary stated the Plan documents would be available for review and comment for thirty (30) days from March 29 to April 27, 2004 in the City Planning and Community Development Department, Burlington Municipal Building. The notice stated that the City Council would conduct a public hearing on April 6, 2004 to accept public comments on the proposed One-Year Action Plan.

Staff sent summaries of the Action Plan and notices of the public comment period and planned public hearing to local agencies, organizations and interested citizens. In addition, the City provided summaries of the proposed County and City HOME Program One-Year Action Plan to the City of Greensboro, the lead entity of the HOME consortium of local governments. Greensboro also made the HOME Program summaries available for public review and comment.

April 6, 2004, the City Council held a public hearing on the proposed Consolidated Plan One-Year Action Plan. During the public hearing, various citizens and the president of Unity Builders spoke.

A Glen Raven resident reiterated the need for infrastructure improvements in the area to be annexed into the City. Low and moderate-income households primarily live in the area and have water and sewer needs.

Other citizens expressed dissatisfaction with how the information about the program was disseminated – that it was not sent to the churches. These citizens also questioned why the City proposed to fund the Glen

Raven Project for multi-years and the amount of funds allocated for the project. One citizen questioned the use of administrative funds. These citizens also stated their support for Unity Builders receiving CHDO funds. The president of Unity Builders stated that his organization did not receive funding in past years and wanted equitable distribution of the CHDO funds.

Following the public hearing, Alamance News, a local weekly newspaper, published an account of the citizens' comments. A newspaper reporter also interviewed City staff about the Community Development Program. Subsequently, staff responded in writing to all applicants seeking CDBG and HOME Program funds for projects. The staff informed the applicants whether their project would or would not be included in the one-year action plan to receive CDBG and HOME Program CHDO funds.

At the April 20, 2004 City Council meeting, Unity Builders requested to be added to the agenda to make comments.

A citizen and the president of Unity Builders expressed their dissatisfaction that Unity Builders did not receive funds and that CDBG funds would be used in the Glen Raven Project. The citizen also stated that he did not think the City should conduct a housing rehabilitation program. He again questioned why minority churches did not receive a letter about the program.

The City manager informed these citizens that the City planned, in future years, if the timing of the publication permitted, to publish the proposed Community Development program action plan in the City's quarterly newsletter. This newsletter goes to all Burlington citizens.

During the remainder of the comment period, the City did not receive any other comments on its proposed plan.

III. PROPOSED PROJECTS

Proposed Year 2004-05 projects are indexed in Exhibit B. The listing includes City of Greensboro CDBG and ESG funded activities and all activities proposed by members of the Greensboro/Guilford/High Point/Burlington/Alamance County HOME Consortium. Exhibit A includes a brochure that provides additional information about activities approved for funding by Greensboro's City Council.

IV. ACTIVITY LOCATIONS/GEOGRAPHIC DISTRIBUTION

City of Greensboro

The City of Greensboro provides federal funding for activities at two primary geographic levels, including **citywide activities and targeted revitalization areas**.

Citywide activities include the Citywide Housing Rehabilitation Program, Rental Housing Improvement Program activities, and homeownership and rental housing assistance.

Targeted revitalization areas have traditionally been a strong focus of Greensboro's efforts. During the 2004-05 program year, the Ole Asheboro, Arlington Park, Eastside Park neighborhoods are receiving CDBG funding.

HOME Consortium

To ensure that HOME Consortium funds are allocated based on community needs, the Consortium Agreement provides for a method of allocation based on specific criteria. These criteria include, ratio of vacancy-adjusted rental units at or below the poverty level, number of occupied rental units with deficiencies, rental units built before 1950 occupied by poor families, relative cost of producing housing for the jurisdiction and the number of families at or below the poverty level.

Through this joint effort all member governments will undertake HOME funded activities on a community-wide basis. Activities are based on client eligibility to ensure that low and moderate-income needs are met.

New ADDI Funding

The Year 2004-05 HOME Consortium allocation includes new funding through the American Dream Downpayment Initiative (ADDI). The information that follows provides details about how each Consortium member proposes to use its HOME allocation, including the new allocation of ADDI funds.

The City of Greensboro proposes to use its Year 2004-05 HOME allocation to support multi-family housing development, infill housing development, transitional housing development, and home repair. The ADDI allocation will supplement the City's existing First-time homebuyer program by making approximately 20 additional loans available for new homebuyers. The City's Housing Counselor will continue to use a variety of means to

reach out to potential homebuyers. Outreach will include speaking to various community organizations, and working with the Greensboro Housing Authority's "Welcome Home" program.

The City of Burlington will allocate HOME funds to carry out rehabilitation and/or demolition and lead-based paint hazard reduction activities on 8 owner-occupied houses, and will direct CHDO funds to construct 4 new houses for first-time homebuyers in the Apple Street Subdivision. Both the City of Burlington and Alamance County will direct ADDI funds to assist first-time homebuyers. Alamance County will use HOME funds to develop 4 units of CHDO housing and rehab substandard owner-occupied housing units.

The City of High Point will target its HOME funds toward homebuyer assistance, housing rehabilitation, and new home construction. . Affordable housing program activities will be available using a blend of HOME consortium funds, program income and local match funds.

High Point may revise program policies and guidelines, eligibility, interest rates, terms of loans, and geographical boundaries to provide creative financing in special circumstances to fulfill its mission, goals and objectives with regard to the availability of affordable housing.

The City of High Point receives its allocation of HOME funds as part of a consortium that includes the cities of Greensboro and Burlington, and Alamance and Guilford Counties. The city has been a participating jurisdiction in the consortium for a decade. Members executed a legally binding agreement authorizing one of them to act as their representative. The lead agency – the City of Greensboro – is responsible for ensuring compliance with all HOME funded consortium projects.

HOME projects and programs contained in the One-Year Action Plan meet the following objectives:

- Provide affordable housing to low-income households;
- Expand the capacity of non-profit housing providers;
- Strengthen the ability of state and local governments to provide housing; and,
- Leverage private sector participation.

High Point's Community Development and Housing Department has designed and implemented various housing assistance strategies that include rehabilitation, down payment assistance for first-time homebuyers, and affordable housing construction. The majority of these projects will be

located in the Core-City area. Table 8, 2004-05 HOME Revenues, lists anticipated income and Table 9 is a summary of 2004-05 HOME Activities.

Table 8: Summary of 2004-05 Anticipated City of High Point HOME Action Plan Revenues

	HOME	HOME	HOME
Anticipated Funding	2004-05	Prior Year	Total
Federal Grant	\$505,145	\$120,855	\$626,000
ADDI	36,350	30,490	66,840
Program Income	20,000	0	20,000
Guilford County	0	173,265	173,265
City Local Funds (HOME Match)	120,000	246,000	366,000
TOTAL	\$681,495	\$570,610	\$1,252,105

Table 9: Summary of 2004-05 City of High Point HOME Activities

Description	Project Cost	Benchmark	Type of Activity
CHDO Activities	\$75,775	5	Houses built
Homebuyer Assistance	224,490	25	Homes purchased
Housing Rehabilitation	476,285	10	Homes repaired
Infill Housing	246,000	17	Homes built and sold
Macedonia Redevelopment	159,040	11	Infrastructure and housing
Program Administration	70,515	N/A	General program management
Total	\$1,252,105	68	Projected Units Assisted

A detailed description of HOME funded activities can be found in the "Proposed Projects" section (Exhibit B)

All Consortium member jurisdictions will use a portion of the HOME allocation to help offset program administration costs.

Relationship to Minority Concentrations

Many of Greensboro's planned activities are located within parts of the City with high concentrations of minority residents. However, the City of Greensboro welcomes and encourages housing proposals that provide opportunities for affordable housing within any sector of Greensboro. In particular, proposals are encouraged in areas of west Greensboro, which would place housing in closer proximity to major employment centers. Several housing activities have been funded in past years that were located in west Greensboro.

V. HOMELESS AND OTHER SPECIAL NEEDS ACTIVITIES

Homeless Activities

Emergency Shelter Grants (ESG)

Following several years of ineligibility for ESG funds, the City of Greensboro was awarded \$86,218 in FY 04-05 funding. The HCD staff is assessing the local Continuum of Care delivery system and current needs.

When the assessment is complete staff will recommend that the CRB allocate the funding to agencies that appear best able to address identified needs within ESG guidelines.

The Greensboro and High Point Urban Ministries and Salvation Army; Mary's House, the Servant Center and Clara House (Greensboro); the Caring Services and Open Door Ministries (High Point) are the major agencies providing shelter and services for the homeless in Guilford County. The Allied Churches of Alamance County, Inc., Family Abuse Services, and Residential Treatment Services provide similar services in Burlington and Alamance County. All the shelters offer supportive services, including referrals to agencies providing transitional and permanent housing, employment, medical services, and substance abuse treatment.

Greensboro's current supply of permanent and transitional housing does not meet the demand. As the City implemented its Continuum of Care strategy, the scarce transitional housing available targeted primarily recovering substance abusers or persons with disabilities. Increasing the inventory of permanent and transitional housing and supportive services needed for independence and economic self-sufficiency is a goal of Greensboro's strategy and efforts are continuing.

During the past year, Partnership Village, Phase II (transitional housing for families) and the Salvation Army Center of Hope (emergency and transitional housing for individuals and families) opened with nearly immediate full occupancy. In Alamance County, Family Abuse Services administers a transitional housing program for victims of domestic violence and their children. The agency operates a facility containing four apartments and offers supportive services to homeless abused women and their children. Through its Housing Services Program, Alamance County Community Services Agency (ACCSA) places low-income families or individuals threatened with homelessness in affordable, decent housing. Allied Churches of Alamance County and Residential Treatment Services provides emergency housing. Each year, the City of Burlington allocates revenue from a 5% surcharge on restaurant liquor purchases to the programs at Residential Treatment Services and Family Abuse Services.

The City of Greensboro is implementing an innovative community-wide effort to coordinate a wide range of homeless assistance programs and services. Greensboro's many service providers comprise the core of the City's *Continuum of Care* system.

Greensboro's Homeless Prevention Coalition comprised of corporate volunteers, government representatives and providers has met since 1993 to identify gaps in Greensboro's services, to pinpoint the needs of homeless persons, to prioritize those needs, and to plan and prioritize specific projects aimed at closing the gaps.

In addition to the planning work being done in the individual Continuum of Care planning groups, organizations in Greensboro and High Point have been meeting on a regular basis to develop a shared Homeless Management Information System. Burlington and Winston-Salem have also expressed interest in either participating in or modeling their HMIS after Greensboro.

Beginning in January 2000, the Alamance County Interagency Council for Homeless Assistance was organized to create a formal Continuum of Care Plan. Alamance-Caswell Area Mental Health/Developmental Disabilities/Substance Abuse Authority will coordinate the supportive services, the Graham Housing Authority will manage the rental assistance portion and agencies participating in the Continuum of Care will refer homeless clients.

Although the City of High Point will not expend funds directly to assist the homeless, the city will provide technical assistance to organizations that serve the homeless. The city's Community Development and Housing

Department works closely with the High Point Housing Coalition, a task force of the local homeless shelters and other supportive housing and special needs service providers. This group provides an opportunity for networking and information transfer among the various organizations and agencies that address the unmet needs of the city's homeless and special populations. The city played a leading role in establishing this group and a department staff member will continue to provide technical assistance and other support to the group.

Other Special Needs Activities

Through the Citywide Housing Rehabilitation Program, the City of Greensboro will continue to provide assistance with home rehabilitation and lead paint remediation. The City has also instituted an emergency repair program. The City of Greensboro anticipates addressing 100 emergency home repairs during the coming year. Additional assistance will be provided through agencies participating as members of the Homeless Prevention Coalition. The City will also provide funding to help house expectant mothers who are homeless.

The City of High Point will continue to provide technical assistance to organizations that serve the homeless. The city's Community Development and Housing Department works closely with the High Point Housing Coalition and played a leading role in organizing this group.

Burlington and Alamance County will use its Housing Rehabilitation Programs to modify dwellings for the elderly and disabled. The City will also continue to advocate and support other entities that apply for funds to assist the special needs populations.

VI. OTHER ACTIONS

Obstacles to Meeting Under-served Needs

Proposed efforts to mitigate the obstacles to meeting under-served needs include:

1. Use funds from other housing funding sources, such as the North Carolina State Housing Finance Agency, the State administered State/Duke Power Housing Energy Loan Program (HELP), CDBG Section 108 Loan Program, and various local funding sources.

2. Enhance coordination efforts with other entities.
3. Encourage participation by citizens, clients and residents in program development to accurately identify needs.

Fostering and Maintaining Affordable Housing

Each jurisdiction has described a strategy to foster and preserve its existing stock of affordable housing units. These strategies include assistance with the rehabilitation of existing housing units and assisting financially in the development of affordable housing units. By enforcing development and funding agreements, and by monitoring affordable housing development activities once they are underway, each jurisdiction will ensure that affordable housing units are adequately maintained for low and moderate-income persons.

The City of Greensboro is working closely with the Greensboro Housing Coalition on their Campaign for Safe and Healthy Housing and a new organization Housing Greensboro, which continues to develop a strategy for substantially eliminating substandard housing in Greensboro.

Barriers to Affordable Housing

There are issues around growth, economics, transportation and housing that substantially impact many areas in Guilford and Alamance County. The Greensboro/Guilford/High Point/Burlington/Alamance Consortium will take a regional approach in an attempt to eliminate barriers to affordable housing. Areas to be addressed include:

- Lack of code enforcement in neighborhoods and the number of boarded up buildings, slum landlords and infrastructure needs
- Sub-prime lenders marketing in minority and low-income neighborhoods; and
- Tough restrictions on developing multi-family units that serve low-income people.

The Consortium community will pursue objectives to alleviate barriers to affordable housing based on strategies identified in the Five Year Analysis of Impediments to Fair Housing.

Lead-Based Paint Hazard Reduction

The Guilford and Alamance County Health departments regularly test children for elevated levels of lead paint. Private physicians are not required to test regularly for lead; however, all positive tests of high blood levels must be reported to the North Carolina Department of Health. The State of North Carolina requires that County Health Departments test for the prevalence of elevated lead levels among one-year old children as a means of determining the need for universal versus targeted screening. Each of the consortium jurisdictions works closely with State and local agencies to reduce the potential hazards of lead paint. The cities of Greensboro, High Point and Burlington have incorporated lead paint education components into their various housing programs. In addition, the cities have incorporated lead-based paint inspections and lead-based paint hazard reduction actions into their housing rehabilitation programs in compliance with the new federal regulations.

The City of Greensboro was awarded a \$3 million dollar lead paint hazard control grant which is targeted to the goals of remediating lead paint hazards which present a danger to children under six years of age, providing community education and outreach, testing additional children for exposure, job training in lead hazard remediation and evaluating the effectiveness of the program.

In November 2003 the City established an Emergency Repair Program in conjunction with the Lead Safe Housing Program. This program has assisted homeowners with making non-lead related safety repairs.

Anti-Poverty Strategy

Greensboro

Greensboro's Anti-Poverty Strategy mirrors efforts of the Community Development Block Grant Program by focusing on households that earn incomes below the City's median. City staff will continue to work with residents, agencies and organizations to help these households combat poverty.

To this end, the City has set priorities and allocated funding to help prevent homelessness, to provide for affordable rental housing development, and to spur job and business creation and expansion in Greensboro's State designated Development Zone. The Development Zone comprises sectors of south and east Greensboro identified by the 2000 census as being populated primarily by households earning low-

moderate incomes. City leaders believe that focusing dollars toward creating jobs and business development opportunities for low-wealth residents will foster an enhanced quality of life. Providing support to efforts that help homeless citizens transition to permanent housing is another major piece of Greensboro's anti-poverty strategy.

Burlington/Alamance County

Burlington and Alamance County will continue to promote poverty reduction by making decent, safe housing available and by supporting other jurisdictions in the provision of services for impoverished and low-income persons.

The City of Burlington, through its established programs and policies, will strive to alleviate the impact of poverty and to reduce the number of households with incomes below poverty as follows:

1. Maintain its established housing policies and programs to improve and retain the available supply of decent, safe, sanitary and affordable housing in its jurisdiction.
2. Revitalize neighborhoods through infrastructure projects or other public service activities to improve the living environment for residents and encourage the preservation and development of housing for very low-income persons.
3. Coordinate its housing rehabilitation programs with other programs targeted for lower-income citizens. The programs include, but are not limited to, the Weatherization Program, Heating Repair and Replacement Program, Section – 8 rental assistance programs and other programs of housing and human services agencies.
4. Provide, if feasible, technical and financial assistance for eligible CDBG activities of other agencies and non-profits to support the development of low-income housing. These agencies and non-profits include, but are not limited to, Alamance County Community Services Agency, Habitat for Humanity, the housing authorities, various human service agencies, and any eligible Community Development Corporation.

High Point

The 2000 Census reported that 11,100 people in High Point had incomes below the poverty level. In addition to their housing problems, these people often have other social service needs. They

face a variety of problems that prevent them from improving their economic situation, escaping poverty, and obtaining adequate affordable housing. Many of these people need to develop the basic skills necessary to obtain and hold a decent job. Many of these people are single mothers who need affordable day care for their children while they seek or maintain a job. Others need treatment for medical or substance abuse problems. Many of these people living below the poverty level are children who need special programs to address educational, recreational, and self-esteem needs.

A number of High Point housing providers already coordinate housing and social service activities. The High Point Housing Authority operates programs such as its Self-Sufficiency Program. This program assists public housing residents living in poverty to improve their economic situation. Organizations serving the Homeless, such as Open Door Ministries, Caring Services and the Salvation Army, combine the provision of temporary shelter and transitional housing with supportive services. Other organizations, such as Sue Lynn Residential Services, the High Point Mental Health Association, and the Guilford County Mental Health Center couple housing and supportive services for High Point's developmentally disabled residents living below the poverty level. The ARC of High Point provides supportive services to developmentally disabled children from 3-21 years of age.

The City of High Point does not want to overlap the areas of service of other organizations. Therefore, in implementing its Anti-Poverty Strategy during the new program year, the city has chosen to focus on the needs of residents of low to moderate-income communities, especially children living in these areas. In keeping with this strategy, the city is allocating CDBG funds to operate a variety of public service projects throughout the city, including a special allocation of funds for the Community-Based Initiatives (CBI) Projects.

The Community Based Initiatives mini-grants of up to \$2,000 are comprised of numerous neighborhood based activities, which enhance the quality of life in the lower income neighborhoods. All of the CBI projects involve providing special educational, recreational or self-esteem building activities for young people, many of whom are living below the poverty level. By providing such services to youth, the city hopes to enable these young people to eventually move beyond their current socio-economic status and break the generational cycle of poverty.

Institutional Structure and Organization Gaps

Greensboro has a comprehensive system of local agencies working in housing and neighborhood improvement, and several active non-profit housing organizations producing new and rehabilitated housing. The City's recently adopted Comprehensive Plan is a long awaited tool that identifies gaps in Greensboro's delivery system and proposes strategies for closing the gaps. The primary responsibility for coordinating the City's affordable housing and neighborhood and economic development initiatives rests with the Department of Housing and Community Development (HCD). HCD teams with other City Departments as necessary to plan and implement activities. The City is fortunate to have a Human Relations Department with a Fair Housing Division that interprets and enforces federal, state, and local Fair Housing laws. The City works closely with the Greensboro Housing Coalition, which is Greensboro's primary housing advocacy organization. The City of Greensboro has not identified organizational gaps within the institutional structure. The greatest problem is the lack of money to meet the numerous requests from non-profit groups and others.

The City of High Point does not believe that its public policies or regulations, relating to residential development, have a significant negative impact on the provision of affordable housing in the community. The city, in fact, does many things that promote the provision of affordable housing.

The basic mission of High Point's Community Development and Housing Department is to increase the supply of affordable housing in the city. In particular, the city's Infill Housing Program is designed to encourage the construction of new affordable housing. This program, funded with local funds, reimburses builders for certain development costs once the home has been sold to a low to moderate-income buyer. The City has increased the allowable purchase price of new homes sold to low to moderate-income first time homebuyers to the FHA mortgage limit. This will promote a mixture of housing values and new construction designs in low to moderate-income neighborhoods. This program has stimulated the construction of numerous new affordable homes that would not have been built under normal market conditions. Last year High Point adopted targeted enforcement of local codes in Core-City neighborhoods in order to assure that housing occupied by low to moderate income individuals is safe, and that High Point's low to moderate income neighborhood provide a suitable environment to live in.

In both Greensboro and High Point, the Housing Authorities are the largest and most active housing providers in the respective counties. Other active

non-profit organizations include Family Service of the Piedmont, Inc. Habitat for Humanity, Greensboro Urban Ministry, The Servant Center, the Salvation Army, SHARE of North Carolina and Youth Focus.

Guilford County's housing delivery system is comprised of a variety of public and private organizations. Several private social agencies and groups as well as the County Department of Social Services provide supportive and social services to adults, children, and special population groups. Organizations are loosely affiliated through informal associations and collaborations. Many are also members of the Greensboro Housing Coalition.

In the remainder of Guilford County, County social service agencies assist non-homeless persons with special needs, and a variety of private groups provide assistance to the homeless. The latter agencies are all located in Greensboro and High Point. Neither Guilford nor Alamance County has a housing planning staff.

The City of Burlington's Planning and Community Development Department has primary responsibility for coordinating the housing strategy within the corporate limits. Among non-profit organizations, Alamance County Community Services Agency and Habitat for Humanity are producing starter homes. The Burlington Housing Authority has also been a major provider since it was established in 1969.

During the next fiscal year, the City of Burlington plans to eliminate gaps and strengthen the institutional structure of its affordable and supportive housing strategy by participating in the HOME Consortium, working with lending institutions by providing closing costs/down-payment assistance, utilizing experienced community development staff and technical expertise from other City departments, and coordinating efforts with other public and nonprofit housing organizations.

The City of Burlington administers the HOME Program activities for Alamance County. The county departments with primary responsibility for administering supportive housing programs include the Departments of Social Service and Public Health, and the Alamance-Caswell Area Mental Health, Developmental Disabilities and Substance Abuse Authority. The Social Services Department provides financial assistance, licensing of various care facilities, and supportive services for the elderly and frail elderly.

Intergovernmental Coordination

The five consortium partners, Greensboro, High Point, Burlington, and Guilford and Alamance County, continue to work cooperatively to provide affordable housing. In addition to sharing information necessary to produce a multi-jurisdictional housing strategy, the partner communities have assisted one another in the administration and delivery of various housing programs. Individually, the communities are taking steps to promote inter-community coordination. Examples include the City of Greensboro's extensive collaboration with the Greensboro Housing Authority in the development of the Willow Oaks HOPE VI community; and the High Point CD and Housing Department's forging relationships with its local social service and mental health agencies. Burlington City staff members and elected officials continue to work closely with the other municipalities in Alamance County to improve housing conditions throughout the County.

Coordination with Public Housing

Greensboro

The City of Greensboro and Greensboro Housing Authority (GHA) continue to work together on many affordable housing and neighborhood revitalization efforts.

The Community Resource Board and City Council have indicated a strong partnership with GHA to revitalize what was formerly the Morningside Homes public housing site and the surrounding neighborhood. The City annually provides a PILOT (payment in lieu of taxes) reimbursement to GHA, which GHA uses to undertake needed physical and site improvements.

The City also continues to support GHA's efforts to keep GHA developments free of illegal drugs and drug-related criminal activity. The Police Neighborhood Resource Centers located at five public housing sites demonstrate a strong partnership between the City and GHA.

Staff from the Greensboro Housing Counseling Service and the Department of Housing and CD are working with GHA to implement a Section 8 Homeownership Program. The first participants will likely be Family Self-Sufficiency clients.

The Executive Director of GHA sits as an ex-officio member of the Community Resource Board to further ensure that City and GHA efforts are well coordinated.

High Point

The City will continue to hold discussions with the Housing Authority to seek ways leverage each other's resources to benefit of low to moderate-income residents. Public housing in High Point is provided and managed by the High Point Housing Authority, a non-profit organization. According to the organization, it is initiating many public housing improvements for the coming year:

Burlington and Alamance County

During 2004, Burlington Housing Authority will use its Capital Fund Program Grant to continue its multi-year project to remodel public housing units. Plans are to paint the interiors, replace interior doors, repair or replace vinyl siding, landscape apartment grounds, eliminate vertical offsets in walks, and provide concrete pads for mailboxes for 298 units. For 70 public housing units for the elderly, the Housing Authority will renovate bathrooms by replacing vanities and lavatories and by adding grab bars. In addition, the Housing Authority will replace older or malfunctioning water heaters in units

Under its planned Section 8 (New Construction) Improvements Project, Burlington Housing Authority will continue renovations to Burlington Homes. The Housing Authority will renovate the parking area and landscape to improve erosion control and to beautify the grounds. At the administrative office, the Housing Authority will augment its computer network by expanding the network system and installing upgraded software.

During the coming year the Graham Housing Authority plans to continue its Capital Fund Program. GHA will require landlords who lease dwellings thorough the section 8 Program to comply with the applicable Housing Quality Standards. Through its housing rehabilitation programs, the City will offer rehabilitation assistance for eligible rental units referred by the Housing Authority.

The housing authorities are providing joint training for their staffs to improve the management of public housing programs. Training sessions include topics such as technical information on managing HUD funded programs and customer satisfaction.

Resident Initiatives

Residents Councils give Greensboro Housing Authority residents a voice in their community. Residents Councils plan events such as National Night Out, support Police Neighborhood Resource Centers, plan social events and in general help to make GHA communities safer, friendlier and more responsive to resident needs.

Residents of each community hold elections to choose officers for their Residents Council. Family communities hold elections every four years. Senior communities hold elections every two years. Resident Councils hold monthly meetings with residents and Resident Council presidents meet monthly with the GHA executive director to share information on communities, programs and concerns.

Burlington Housing Authority has Resident Initiatives Programs to counsel support and train residents in security and crime prevention, management, leadership, and small business operations. Each public housing community elects officers and representatives to serve on the Resident Advisory Council.

The Council plans and implements programs for their communities and makes recommendations for improvements to the operation and management of public and assisted housing. A representative from the Resident Advisory Council also serves on the Burlington Housing Authority Board of Commissioners as an equal voting member.

Affirmative Marketing, Fair Housing, and Minority Outreach

Affirmative Marketing

The City of Greensboro had developed a monitoring strategy to review, among other requirements, affirmative marketing procedures. The Housing Consortium has adopted the Affirmative Marketing Requirements developed by the City of Greensboro. The consortium community will work with prospective developers and residents to advise them of available affirmative marketing assistance, including operation of a housing counseling service and coordination with the Greensboro Housing Coalition and Greensboro Housing Authority.

Fair Housing

Actions for Program Year 2004-05

The City of Greensboro Human Relations Department will continue to conduct education and outreach on fair housing rights and discriminatory practices by distributing written material on fair housing laws, rights, and complaint procedures for potential housing discrimination and continuing to hold workshops for housing providers on fair housing laws and rights.

Continue to investigate complaints of housing discrimination and give technical assistance whenever needed in accordance with the Greensboro Fair Housing Ordinance and Federal Fair Housing Act.

The City of Burlington proposes the following actions for Program Year 2004-05

- Conduct an education and outreach program on fair housing rights and discriminatory practices by distributing written material on fair housing laws, rights, and complaint procedures for potential housing discriminations to program participants. Make information available to other entities in the community.
- Continue to work with the designated CHDO and other non-profits to develop affordable housing for low and moderate-income households. This action should increase homeownership opportunities for low and moderate-income households despite race, ethnicity, family status, disability or age.
- Refer potential first-time homebuyers to certified housing counselors at Alamance County Community Services Agency and/or local mortgage lenders and to the Consumer Credit Counseling Service of Burlington. Using this strategy, the City will attempt to decrease the number of rejections and to increase homeownership opportunities for minorities and low-income persons.

Minority Outreach

It is the policy of the City of Greensboro to provide minorities and women equal opportunity to participate in all aspects of City contracting and purchasing programs. The City of Greensboro administers a Minority and Women's Business Enterprise Program (M/WBE) through the Executive Department. All City and HOME-funded construction projects are required to follow the provisions of this "good faith effort" program. HUD

has reviewed the City's M/WBE Program and determined that it is substantially equivalent to HUD requirements.

VII. SPECIFIC HOME REQUIREMENTS

Refinancing Guidelines

The City of Greensboro does not allow borrowers to refinance loans.

The City of Burlington will only subordinate for refinancing on owner occupied properties if the borrower is obtaining better terms. Subordination on rental properties is allowed on a case-by-case basis only for repairs and improvements to increase the value of the property.

HOME Match Requirements

Jurisdictions participating in the HOME program are required to make contributions to housing that qualifies as affordable. This match must total a minimum of 25% of the funds drawn from the HOME Investment Trust Fund Treasury account during the fiscal year. The city appropriates the required funds to match HOME project costs annually.

Guilford County HOME funded programs use the refinancing guidelines in effect in the administering municipality.

Resale/Recapture Provisions

The City of Greensboro operates a Step-Down Forgiven Second Mortgage, Purchase Program, which includes the HOME recapture provisions when HOME funds are used for subdivision development. The affordability period for these loans is dependent on the amount of HOME dollars expended per lot. For each year of the affordability period that the homeowner or lease purchaser maintains the home as their principal residence and remains in compliance with other deed restrictions, a proportionate amount of the second mortgage is forgiven. These deed restrictions and the second mortgage are retired at the end of the affordability period. If a sale occurs during the affordability period, the second mortgage may be transferred to a qualified low-income buyer. If the homeowner chooses to sell to a non-qualified buyer, the outstanding balance of the mortgage must be repaid.

The City of High Point provides loans, payable in monthly installments, to income eligible homebuyers for down payment assistance and housing rehabilitation services. The loan becomes due and payable if the home is sold, transferred or refinanced for any reason during the period of affordability. Recapture provisions are applied consistent with 24 CFR Part 92.254, see Table 10 below, Period of Affordability. The homeowner is permitted to refinance the second mortgage without repayment in full if he can document that the refinancing is for the sole purpose of lowering the first-mortgage interest rate or making improvements to the home. The borrower cannot refinance to consolidate debts or receive cash at closing.

During the duration of the period of affordability, the City of Burlington and Alamance County will impose recapture requirements for homebuyer assistance provided with HOME Program funds. Burlington and Alamance County will structure its recapture requirements in accordance with the provisions adopted by the Consortium and approved by HUD. Guilford County HOME funded programs use the resale or recapture guidelines in effect in the administering municipality.

Table 10: Period of Affordability

Homeownership assistance HOME amount per-unit	Minimum period of affordability in years
Under \$15,000	5
\$15,000 to \$40,000	10
Over \$40,000	15

Tenant Based Rental Assistance

The City of Greensboro has an adopted Tenant Based Rental Assistance Administrative Plan, which has been approved by HUD. This plan describes the operating procedures and assistance available to tenants receiving assistance. No federal funds are allocated for rental vouchers in this proposed Action Plan. However, the City of Greensboro plans to provide \$9,000 of local Housing Partnership Funds for rental vouchers over the next year.

Purchase Price Limits

All consortium members use 95% of the annually defined Single Family Mortgage Limits under Section 203(b) of the National Housing Act, or a

lesser stated amount, as their definition of maximum purchase price or after-rehabilitation value for HOME-funded single family housing programs.

Income Determination Policy

The City of Greensboro chooses to use the census long form definition of annual income for all HOME-funded single-family homeownership programs and the Section 8 Housing Assistance Payments definition of income for all HOME-funded rental programs.

The City of Burlington and Alamance County choose to use the census long form definition of annual income for all HOME-funded programs.

The City of High Point chooses to use the Section 8 Housing Assistance Payments definition of income for all HOME-funded programs.

Guilford County HOME funded programs use the definition in effect in the administering municipality.

VIII. MONITORING PLAN

Monitoring Plan - Greensboro, Guilford, High Point, Burlington, Alamance Housing Consortium

The City of Greensboro as Lead Entity will conduct monitoring reviews to insure that all activities being financed with HOME Consortium funds are carried out in a timely manner, in accordance with the Consortium's Consolidated Plan, and in accordance with all regulations, statutes, procedures, standards, and affordability guidelines. Greensboro's new Grants Compliance Officer will oversee programmatic compliance for Greensboro funded activities and for HOME Consortium activities. The position will work in concert with Greensboro's Internal Audit Division. A member of Greensboro's Internal Audit staff and HCD's Grants Compliance Officer will make periodic monitoring visits to all member governments. Program activity files will be reviewed to insure compliance with all federal regulations. Program files will be reviewed to insure that they include proper documentation for the following:

- Lead Based Paint
- Housing Quality Standards
- Davis Bacon Act
- Administrative requirements
- Fair Housing
- Acquisition and relocation

- Section 504 Accessibility standards
- Environmental review
- American with Disabilities act
- Equal Opportunity and Civil Rights laws
- Financial management
- Long-term affordability of rental units produced
- Income of persons in units
- Record keeping
- Audit
- Program Income

Each member government is responsible for maintaining proper documentation in program activity files and for monitoring the activities of all subrecipients and affordability requirements for all housing activities.

Monitoring Plan for Annual Action Plan

The purpose of the monitoring plan is to insure that all activities and programs being administered by Greensboro's Department of Housing and Community Development (HCD) are carried out in compliance with City policies, applicable Federal regulations, and applicable City, State and Federal laws. The monitoring plan shall provide for the tracking of funded activities to insure that the goals established in the Consolidated Plan are met, that all required reporting information is being maintained, and that files are readily accessible. The monitoring plan shall focus on the following areas regardless of the source of funds:

- The activities of sub-recipients with HCD contracts to carry out specific activities.
- Performance of organizations to which HCD donates property or money.
- Acquisition of property by HCD
- Rehabilitation of single family and multi-family units
- Disposition of property
- Relocation of residents as a result of acquisition, demolition and rehabilitation activities
- Other activities financed with Federal, State, and local funds

For all activities funded by HCD, the executed contract will contain all appropriate Federal, State and local requirements which include, where appropriate, the following:

- Lead Based Paint

- Housing Quality Standards
- Davis Bacon Act
- Administrative requirements
- Fair Housing
- Acquisition and relocation
- Section 504 Accessibility standards
- Environmental review
- American with Disabilities Act
- Equal Opportunity and Civil Rights laws
- Financial management
- Long-term affordability of rental units produced
- Income of persons in units
- Record keeping
- Audits
- Program Income

Sub-recipients

During each program year all sub-recipients will be monitored to insure that they are fulfilling the requirements of the contract under which they are funded. Monitoring activities will include the following:

- Review copies of executed contracts and amendments.
- Obtain and review the most recent external audit report.
- Review copies of City disbursements to agency's cash receipts journal.
- Examine support documentation for agency disbursements to ensure proper authorization.
- Obtain roster of clients who are being served by each agency.
- Compare agency contract with the City to the individual client files to ensure that participants are being served as prescribed.

Multi-family Mortgages

During each program year, each property on which the City holds a mortgage will be examined as follows:

- Obtain and review external audit reports.
- Compare loan agreement to a randomly selected number of individual tenant files to ensure that income provisions are being met.
- Inspect the exterior of all properties to insure that they are being maintained in conformance with the loan agreement.

- Inspect the interior of a randomly selected number of units from each property to ensure that the interior of the units is being maintained.

Single-Family Lot Donations and Second Mortgages

During the program year, a random sample of properties will be selected to monitor.

- Purchaser or tenant files for the Non-profit second mortgage and lot donation clients will be reviewed to insure compliance with program guidelines.
- Property will be inspected to insure that it complies with construction standards and is maintained in accordance with any executed contracts.
- Citywide Housing Rehabilitation Program files will be reviewed to insure compliance with program guidelines.

HCD staff is awaiting final approval of proposed changes that would expand the City's existing Monitoring Policy. When the policy changes are finalized the new conditions will be applied to all recipients of funds administered by HCD: The proposed expanded monitoring policy follows:

HOUSING AND COMMUNITY DEVELOPMENT DEPARTMENT (HCD) POLICY FOR AWARDING FUNDS AND FOR MONITORING AGENCIES RECEIVING CITY FUNDS

- ❑ **External Audits and Management Letters Required** - Applicants that have been established for at least two (2) years to carry out the types of activities for which City funding is being used or for which City funds could be used, must submit a current external audit report (Issued within 18 months or less from the date of submission), a copy of the management letter, and verification that the audit and management letter have been received and accepted by the board of directors. If the agency's auditor does not issue a management letter, applicants must submit a letter from the audit firm that no management letter was issued. If an applicant for funding has been organized for less than two (2) years to carry out the types of activities for which City funding could be used, and the applicant has not had an audit performed, the applicant must submit a current balance sheet and budget with the application for funding. Any applicant that has a current audit report must submit it when applying for City funding.

- ❑ **Swift Resolution of Contract or Audit Compliance Issues** - Upon a finding of non-compliance with contract terms or with audit requirements, appropriate City of Greensboro staff will issue a certified letter, return receipt requested, to the Chair of the Board and the Chief Executive Officer of the non-compliant fund recipient. The letter will clearly document the issues of non-compliance. The fund recipient will have fourteen (14) days from receipt of the certified letter to present to the appropriate City official evidence of resolution of all documented compliance issues unless other official documents specify an alternate remedy. Within fourteen (14) days of the receipt of the fund recipient's response, the City Official will notify the respondent as to whether the issues have been resolved to the City's satisfaction. All City of Greensboro funding will be suspended until compliance issues are resolved to the satisfaction of the City of Greensboro.
- ❑ **Training Required as a Condition of City Funding** - The City of Greensboro's Department of HCD will require each year, as a condition of receiving City funding, a minimum of three of a non-profit's voting board members, and an executive officer (i.e. CEO or CFO) of non-profit agencies to satisfactorily complete the pre-contract portion of the training component; for-profit entities that develop multi-family or other housing projects must also attend the training as a requirement of receipt of city funds. Training will emphasize fiduciary responsibilities, contract compliance, establishing effective performance measures, Federal Program compliance, and non-profit management. Training is mandatory for all fund recipients.
- ❑ **Approval Required for Transactions of \$50,000 or Greater** - The City of Greensboro will require copies of resolutions adopted by boards of non-profits, approving transactions greater than or equal to \$50,000 for products or services funded by the City of Greensboro. Failure to comply will result in the suspension of City funding. If funding has already been disbursed, funds will be repaid, or legal remedies will be sought as appropriate. The only exceptions are draw transactions for Board approved construction contracts, which need executive officer approval instead of Board approval. All change orders over the approved contract contingency require Board approval.
- ❑ **Zero Tolerance Regarding the City's Right to Visit Fund Recipients and Monitor for Compliance** - The City will enforce Zero Tolerance regarding fund recipients who refuse to comply with monitoring and auditing visit requests. The following actions will be taken:

 1. Funding will be immediately suspended if the agency refuses the visit or access to financial/program records.
 2. Legal remedies will be sought as appropriate

- ❑ **Record-Keeping Guidelines** - Record-keeping as prescribed by contracts will be strictly followed, and records will be kept in retrievable, reviewable, safe, and auditable condition for seven (7) years after the end of the original contract date or as otherwise specified in the contract.
- ❑ **Commingling of Funds Prohibited** - Contracts with recipients of City funds require that City of Greensboro funds be maintained in a bank account or general ledger account that is clearly separate and distinguishable from other fund accounts or a separate bank account at the discretion of the organization. The City reserves the right to inspect fund accounts at any time to ensure compliance. Funding will be suspended to any organization found to be in non-compliance. Appropriate legal action will be taken as necessary.
- ❑ **Construction Standards** - Contracts for building, construction, or rehabilitation shall be carried out in compliance with all applicable State, Federal, and local laws and regulations. (See attached contracts for Federal and Local Policies)

Signing below signifies acceptance of the terms and conditions of this policy

Organization (If Applicable)

Signature, Non-Profit Board Chair *or* For Profit Chief Executive Officer

Date_____